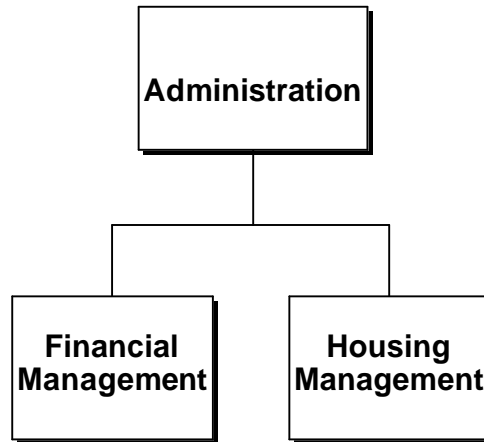


**DEPARTMENT OF HOUSING  
AND COMMUNITY DEVELOPMENT  
FUND 967, PUBLIC HOUSING PROGRAM PROJECTS  
UNDER MANAGEMENT**



# FUND 967

## PUBLIC HOUSING PROGRAM

### PROJECTS UNDER MANAGEMENT

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#### *Agency Position Summary*

41 Regular Positions / 40.5 Regular Staff Years

#### ***Position Detail Information***

##### **ADMINISTRATION**

1 Network/Telecom Analyst II  
1 Programmer Analyst I  
2 Positions  
2.0 Staff Years

##### **FINANCIAL MANAGEMENT**

1 Chief Accounting Fiscal Officer  
1 Accountant II  
4 Administrative Assistants III  
1 Administrative Associate  
7 Positions  
7.0 Staff Years

##### **HOUSING MANAGEMENT**

1 DHCD Property Management Supervisor  
1 Housing Services Specialist V  
1 Housing Services Specialist IV  
1 Housing Services Specialist III  
7 Housing Services Specialists II  
2 Housing Services Specialists I 1 PT  
3 Senior Maintenance Supervisors  
3 Air Conditioning Equipment Repairers  
2 Carpenters II  
1 Carpenter I  
2 General Building Maintenance Workers I  
1 Painter I  
1 Administrative Assistant V  
1 Administrative Assistant IV  
3 Administrative Assistants II  
1 Storekeeper  
1 Warehouse Worker-Driver  
32 Positions  
31.5 Staff Years

PT Denotes Part-Time Positions

# FUND 967

## PUBLIC HOUSING PROGRAM

### PROJECTS UNDER MANAGEMENT

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### Agency Mission

To ensure that all tenants of Fairfax County Redevelopment and Housing Authority's (FCRHA) owned and operated public housing units are provided with decent, safe, and adequate housing; maintenance and management; social services referrals; and housing counseling.

Agency Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	41/ 40.5	41/ 40.5	41/ 40.5	41/ 40.5	41/ 40.5
Expenditures					
Personnel Services	\$1,666,568	\$1,874,675	\$1,874,675	\$1,911,743	\$1,900,377
Operating Expenses	3,280,437	3,418,485	3,664,581	3,361,680	3,361,680
Capital Equipment	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$4,947,005</b>	<b>\$5,293,160</b>	<b>\$5,539,256</b>	<b>\$5,273,423</b>	<b>\$5,262,057</b>

Summary by Cost Center					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Administration	\$1,440,747	\$1,539,436	\$1,543,374	\$1,592,074	\$1,584,930
Tenant Services	19,441	24,865	26,208	49,415	49,415
Utilities	1,320,005	1,469,973	1,702,596	1,469,973	1,469,973
Ordinary Maintenance/Operation	1,470,864	1,405,212	1,413,404	1,439,059	1,434,837
General Expenses	445,684	512,216	512,216	462,800	462,800
Non-Routine Expenditures	14,871	21,027	21,027	21,027	21,027
Other Expenses	235,393	320,431	320,431	239,075	239,075
<b>Total Expenditures</b>	<b>\$4,947,005</b>	<b>\$5,293,160</b>	<b>\$5,539,256</b>	<b>\$5,273,423</b>	<b>\$5,262,057</b>

### ***Board of Supervisors' Adjustments***

***The following funding adjustments reflect all changes to the FY 2004 Advertised Budget Plan, as approved by the Board of Supervisors on April 28, 2003:***

- ◆ A decrease of \$11,366 reflects reduced funding for the Pay for Performance program. Based on the approved 25 percent reduction, the FY 2004 program will result in reductions in the increases employees will receive based on their performance rating, capping employees to a maximum of 5.25 percent. This adjustment leaves in place the Pay for Performance program in preparation for system redesign for FY 2005.

# **FUND 967**

## **PUBLIC HOUSING PROGRAM**

### **PROJECTS UNDER MANAGEMENT**

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*The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan from January 1, 2003 through April 21, 2003. Included are all adjustments made as part of the FY 2003 Third Quarter Review:*

- ◆ An increase in Operating Expenses in the amount of \$232,623 due to an increase in utility requirements based on usage. In addition, the FY 2003 operating subsidy received from the U.S. Department of Housing and Urban Development (HUD) increased revenues by \$238,657.
- ◆ In order to account for revenues and expenditures in the proper fiscal year, audit adjustments in the amount of \$181 have been reflected as an increase to FY 2002 revenues and audit adjustments in the amount \$331,159 have been reflected as an increase to FY 2002 expenditures.

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### ***County Executive Proposed FY 2004 Advertised Budget Plan***

#### **Purpose**

The Federal Public Housing Program is a housing program administered by the U.S. Department of Housing and Urban Development (HUD) to provide funds for rental housing serving low income households that is owned and operated by local housing authorities such as the Fairfax County Redevelopment and Housing Authority (FCRHA). Previously, there were three components of this program, with separate funding for development/acquisition of housing, operation, and capital improvements. Fund 967 is for management and maintenance of public housing properties and includes an annual Federal operating subsidy. Fund 968, Public Housing Under Development, provided capital funds for the construction or acquisition of Public Housing units, however, this funding has been eliminated. Fund 969, Public Housing Under Modernization, provides funds for capital improvements and repairs of existing Public Housing through an annual Capital Fund grant (formerly the Comprehensive Grant).

#### **FY 2004 Initiatives**

- ◆ In FY 2004, total funding of \$5,273,423 is included for the support of Personnel, Operating Expenses, and Capital Equipment for the Projects Under Management component of the Public Housing Program.
- ◆ In FY 2004, dwelling rents total \$3,873,892 and support 76.9 percent of the operating costs, excluding debt service, \$239,075, which is totally funded by HUD. Other sources of revenue include payments for utilities in excess of standards established by the FCRHA, \$157,364, maintenance charges, late fees, and laundry income, \$118,032, and Investment Income, \$58,451. There are a total of 41/40.5 SYE regular positions funded by the Public Housing Program. Under the current HUD Performance Funding System, the FCRHA is eligible for operating subsidies to support the administration of the program. In FY 2004, the amount anticipated for HUD operating subsidies is projected at \$1,042,725. Other maintenance and administrative positions providing support for this program are funded in the General Fund.
- ◆ In addition to public housing support provided in this Fund, FY 2004 funds totaling \$625,640 are provided in the General Fund, Agency 38, Department of Housing and Community Development in support of refuse collection costs, painting expenses, and townhouse/condominium fees.

# FUND 967

## PUBLIC HOUSING PROGRAM

### PROJECTS UNDER MANAGEMENT

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The Public Housing projects, as reflected in the following chart, are located throughout the County.

Project Name	HUD Number	Number of Units	Supervisory District
Audubon Apartments	VA 19-01	46	Lee
Rosedale Manor	VA 19-03	97	Mason
Newington Station	VA 19-04	36	Springfield
The Park	VA 19-06	24	Lee
Shadowood	VA 19-11	16	Hunter Mill
Atrium Apartments	VA 19-13	37	Lee
Villages of Falls Church <sup>1</sup>	VA 19-25	37	Mason
Heritage Woods I	VA 19-26	19	Braddock
Robinson Square	VA 19-27	46	Braddock
Heritage Woods South	VA 19-28	12	Braddock
Sheffield Village	VA 19-29	8	Mt. Vernon
Greenwood	VA 19-30	138	Mason
Briarcliff II	VA 19-31	20	Providence
West Ford II	VA 19-32	22	Mt. Vernon
West Ford I	VA 19-33	24	Mt. Vernon
West Ford III	VA 19-34	59	Mt. Vernon
Barros Circle	VA 19-35	44	Sully
Belle View	VA 19-36	40	Mt. Vernon
Kingsley Park	VA 19-38	108	Providence
Scattered Sites	VA 19-39	25	Various
Reston Town Center	VA 19-40	30	Hunter Mill
Old Mill	VA 19-42	48	Lee
Ragan Oaks	VA 19-45	51	Sully
Tavenner Lane <sup>2</sup>	VA 19-51	12	Lee
Waters Edge	VA 19-52	9	Sully

# FUND 967

## PUBLIC HOUSING PROGRAM

### PROJECTS UNDER MANAGEMENT

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Project Name	HUD Number	Number of Units	Supervisory District
West Glade <sup>2</sup>	VA 19-55	50	Hunter Mill
Scattered ADU Sites	VA 19-56	7	Various
<b>Total Units<sup>3</sup></b>		<b>1,065</b>	

<sup>1</sup> This HUD project includes one unit at Heritage Woods South in Braddock District.

<sup>2</sup> Property is owned by a limited partnership of which the FCRHA is the managing general partner. Therefore, rental revenue and other expenses for this property are not reported in Fund 967.

<sup>3</sup> There are projected to be 1,065 units of Public Housing; however, only 1,051 are income producing. There are two units off-line, one of which is used as an office and the other as a community room. Per HUD guidelines, the community room is not reported to HUD when requesting Operating Subsidy. The FY 2004 vacancy rate is projected to be approximately one percent for public housing properties.

Admissions and Occupancy policies for this program are governed by the Quality Housing and Work Responsibility Act of 1998 (which amended the United States Housing Act of 1937) and are consistent with the objectives of Title VI of the Civil Rights Act of 1964. Eligibility for admission and occupancy to Low Income Housing requires the applicants to fulfill the following general criteria: (1) qualify as a family, (2) have annual income which does not exceed the income limits for admission to a designated development, and (3) qualify under the Local Preference of working at least 30 hours per week in Fairfax County, being 62 years of age or older, or receiving disability payments based upon that person's ability to work.

The current income limits for the program as established by HUD as of January 31, 2002 are as follows:

INCOME LIMITS		
Number of Persons	Very Low	Low
1	\$30,450	\$38,100
2	\$34,800	\$43,500
3	\$39,150	\$48,950
4	\$43,500	\$54,400
5	\$47,000	\$58,750
6	\$50,450	\$63,100
7	\$53,950	\$67,450
8	\$57,400	\$71,800

# **FUND 967**

## **PUBLIC HOUSING PROGRAM**

### **PROJECTS UNDER MANAGEMENT**

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#### **Funding Adjustments**

*The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:*

- ◆ A net increase of \$37,068 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease in Operating Expenses of \$70,278 primarily due to a change in accounting treatment reducing debt service payments for Project VA1905, Green Apartments, \$81,355, and one-time encumbered carryover expenditures, \$13,473, offset by an increase in Tenant Services for resident activities and training, \$24,550. The Project VA1905 principal and interest payments for Federal Financing Bank Bonds will be accounted for in Fund 940, FCRHA General Operating.

*The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the passage of the FY 2003 Adopted Budget Plan. Included are all adjustments made as part of the FY 2002 Carryover Review and all other approved changes through December 31, 2002:*

- ◆ As part of the *FY 2002 Carryover Review*, the Board of Supervisors approved \$13,473 due to encumbered carryover for consulting contracts, custodial contracts, building supplies, and grounds maintenance.

# FUND 967

## PUBLIC HOUSING PROGRAM

### PROJECTS UNDER MANAGEMENT

#### FUND STATEMENT

Fund Type H96, Public Housing

Fund 967, Projects Under Management

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
<b>Beginning Balance</b>	<b>\$573,053</b>	<b>\$150,718</b>	<b>\$660,654</b>	<b>\$1,130,517</b>	<b>\$758,160</b>
Revenue:					
Dwelling Rental Income <sup>1</sup>	\$3,781,467	\$4,055,745	\$4,055,745	\$3,873,892	\$3,873,892
Excess Utilities	150,932	157,364	157,364	157,364	157,364
Interest on Investments	58,451	100,126	100,126	58,451	58,451
Other Operating Receipts <sup>1</sup>	117,141	77,030	77,030	118,032	118,032
HUD Annual Contribution	239,206	320,431	320,431	239,075	239,075
HUD Subsidy <sup>2</sup>	687,409	552,240	926,066	1,042,725	1,042,725
<b>Total Revenue</b>	<b>\$5,034,606</b>	<b>\$5,262,936</b>	<b>\$5,636,762</b>	<b>\$5,489,539</b>	<b>\$5,489,539</b>
<b>Total Available</b>	<b>\$5,607,659</b>	<b>\$5,413,654</b>	<b>\$6,297,416</b>	<b>\$6,620,056</b>	<b>\$6,247,699</b>
Expenditures: <sup>3</sup>					
Administration <sup>1</sup>	\$1,440,747	\$1,539,436	\$1,543,374	\$1,592,074	\$1,584,930
Tenant Services <sup>1</sup>	19,441	24,865	26,208	49,415	49,415
Utilities	1,320,005	1,469,973	1,702,596	1,469,973	1,469,973
Ordinary Maintenance and Operation <sup>1</sup>	1,470,864	1,405,212	1,413,404	1,439,059	1,434,837
General Expenses <sup>1</sup>	445,685	512,216	512,216	462,800	462,800
Non Routine Expenditures	14,871	21,027	21,027	21,027	21,027
Other Expenses	235,393	320,431	320,431	239,075	239,075
<b>Total Expenditures</b>	<b>\$4,947,005</b>	<b>\$5,293,160</b>	<b>\$5,539,256</b>	<b>\$5,273,423</b>	<b>\$5,262,057</b>
<b>Total Disbursements</b>	<b>\$4,947,005</b>	<b>\$5,293,160</b>	<b>\$5,539,256</b>	<b>\$5,273,423</b>	<b>\$5,262,057</b>
<b>Ending Balance</b>	<b>\$660,654</b>	<b>\$120,494</b>	<b>\$758,160</b>	<b>\$1,346,633</b>	<b>\$985,642</b>

<sup>1</sup> In order to account for revenues and expenditures in the proper fiscal year, audit adjustments in the amount of \$181 have been reflected as an increase to FY 2002 revenues and audit adjustments in the amount \$331,159 have been reflected as an increase to FY 2002 expenditures. These adjustments have been included in the FY 2002 Comprehensive Annual Financial Report (CAFR).

<sup>2</sup> Category represents a HUD operating subsidy based on revenue and expenditure criteria developed by HUD utilizing their performance funding system criteria.

<sup>3</sup> Expenditure categories reflecting HUD required cost groupings.